

INITIALS _____

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Joanna L. Bilotta-Simeone, Chair
Nathan J. Lockwood, Vice-Chair
Damon McQuaid, Clk.
Kenneth Chenis, Mbr.
Matthew Allison, Mbr.



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960 Massachusetts Avenue
Lunenburg, MA 01462

Minutes
August 25, 2014

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Joanna L. Bilotta-Simeone, Nathan J. Lockwood, Damon McQuaid, Kenneth Chenis, Matthew Allison

INFORMATION MEETING, 1259 Massachusetts Avenue (cont'd)- See separate minutes.

APPOINTMENTS:

Emerald Place at Lake Whalom- Jack Sullivan, Emerald Place Development, requested release of remaining bond. All of Lakefront has been paved and striped. New coat of binder applied to Great Pond Road. Board discussion as to bond being held back for things other than just paving. J. Sullivan questioned why some of the items had been bonded as this is not a subdivision but a private development and will not be deeded to the Town. Project Engineer Anthony Cleaves, Whitman & Bingham Associates (WBA) noted the Construction Cost Estimate form was typical for a subdivision. He opined that the original intent of the bond was to ensure all the exterior work (Lakefront) was completed. Remaining bond amount is approximately \$137,000.00. J. Sullivan requested the Board release \$100,000.00. Board discussion was to retain \$44,000.00 to cover remaining interior work of bit-top, CC Berm, Bit sidewalk. Motion K. Chenis to refund all of the remaining bond except for \$44,000.00, Second N. Lockwood, all aye.

MRPC- Introduction to Housing Production Plan (HPP) presented by Sam Lawton, Principal Planner, MRPC. Lunenburg's 2008 HPP expired. Much of the information that will be contained in the new HPP can transfer into the Housing Element of the Master Plan. Without a HPP, and as Lunenburg has not achieved the State 10% of affordable housing, if a 40B development is proposed the Zoning Board of Appeals and the Planning Board would have little control over the development. If a HPP is in place showing the Town is making progress towards increasing affordable housing, the Town can take control of the process and proposed developments. Lunenburg's target is 20 units for one year, or 40 for 2. HPP will require approval of both the Board of Selectmen and the Planning Board. S. Lawton went through the required elements for a HPP. He stressed the fact that all affordable units must serve households with incomes no greater than 80% of the *area* median income. Current median income for Lunenburg from 2010 Census is \$78,452; median income for Fitchburg/Leominster area is \$67,900 (based on a family of 4). S. Lawton noted figures in the presentation are based on the 2010 Census. Figures will change with 2020 Census. Some of the figures will be forecasted for the Master Plan. Possible 40R sites were discussed – Tri Town Landing (already developed), Electric Avenue drive-in, Whalom Luxury Apartments, Whalom Road, and Hollis Hills project. S. Lawton will develop a draft implementation strategy and return to the Board in October. MRPC can come up with draft recommendations for a needs assessment and affordable housing goals with a production schedule to submit to Board in September (tentatively September 22nd). The goal of an HPP is to show that the Town is making "good faith effort" to meet its 10%.

Village District Draft Bylaw- Public discussion tabled until rough draft is finished.

MINUTES APPROVAL: All minutes signed.

Motion, D. McQuaid to approve 8-11-14, Second, K. Chenis

Motion, K. Chenis to approve Information Meeting 8-11-14, Second, D. McQuaid

COMMITTEE REPORTS:

MRPC, J. Bilotta-Simeone- no meeting

School Building Committee, N. Lockwood- Upcoming meeting with abutters and School Committee on September 4, 2014, 6:00 PM, Passios cafeteria. Meeting will concentrate on project landscaping. A second public meeting will be held November 6th.

Building Reuse Committee, D. McQuaid- No meeting.

MJTC, K. Chenis- No meeting.

There was discussion of M. Allison serving as Board liaison to the Agricultural Commission

NEW BUSINESS/DEVELOPMENT STATUS REPORTS:

Tri Town Landing- Flow test tentatively scheduled for Tuesday September 9th.

MS/HS Project- No report

Highfield Village- No report

Force Corporation, 305 Leominster Shirley Road- No report

Definitive Subdivision, 50 Elmwood Road- Weekly update – crush/load and haul out gravel. Remove asbestos materials from sugar shack.

Whites Woods, Mass Ave- Town Counsel's opinion is that a public hearing needs to be held for the modification as the proposal would alter an existing condition of subdivision approval.

Emerald Place at Lake Whalom- See above

651 Chase Road Solar- Developer preparing to close out site and address any final abutter concerns.

265 Pleasant Street Solar- Developer preparing to close out site and address any final abutter concerns.

White Tail Crossing- No report

ACTION FILE:

1259 Massachusetts Avenue- See above

250 Whalom Road, Whalom Luxury Apartments- Noted Zoning Board of Appeals Hearing continuation to September 24th, 7:00 PM.

40 Leominster Shirley Road- No report

Master Plan, Economic Development Element- Board to set joint meeting with representatives from each Board/Commission. Attendance of J. Hume from MRPC recommended. Schedule workshop for October 20th.

NOTICES & COMMUNICATIONS: Noted. 790 Massachusetts Avenue seeking special permit from Zoning Board of Appeals to construct and use site for gasoline service and convenience store.

BOARD COMMENT: J. Bilotta-Simeone noted top two candidates for the Land Use Director position will be "interviewed" by the Board of Selectmen on August 26th, 5:30 PM and 6:15 PM. K. Chenis opined that the Board needs to discuss a more efficient use of time during the meetings.

MEETING SCHEDULE:

September 8, 6:30 PM – Town Hall

September 15, 6:30 PM, Ritter Building – Village District Bylaw - workshop

September 22, 6:30 PM, Town Hall

ADJOURNED: 9:30 PM

Documents used at meeting:

Lunenburg Housing Production Plan – PowerPoint presentation handout

Minutes- 8/11/14 and Information Meeting 8/11/14

Tri Town Landing update

Whited Woods- Correspondence from Town Counsel

250 Whalom Road Zoning Board of Appeals Notice

50 Elmwood Road Progress Form

Solar Sites Progress Form